

### **Minutes of Pre Bid Conference**

Pre Bid Conference held on 16 March, 2007 for Tender No. COMPUTER 1005/2188/CR 255/UD 3 of URBAN DEVELOPMENT DEPARTEMENT. For this Pre Bid Conference the Section Officer of UD-3 & UD-29 and also the Director of Information Technology as well as representative of following companies were present.

1. Oasis Technology Comapany, Osmnabad
2. CMC Ltd., Mumbai
3. Enhira Software, Mumbai
4. V2 Computer
5. HCL infonet Ltd., Mumbai
6. VMC Technology, Mumbai
7. Imation
8. NISIT Solution Pvt. Ltd.
9. Vestronics
10. ACE Infocom Ltd., Mumbai

02. The questions asked by various company representative for that the clarification given by Director of Information Technology and Section Officers of department. In short following questions regarding Tender Documents and the clarifications were given according to terms and conditions of Tenders published on Government Web Site.

1. A representative from CMS company requested if the date of submission of the tender could be extended ?

**Ans.** The date has already been extended once and cannot be extended again. The DIT was of the opinion that this is a small project and must be implemented soon with success and there is no reason to extend the date of submission. The last date for submission remains 23<sup>rd</sup> March, 2007.

2. A representative queried if the documents could be carried out of the Mantralaya ?

**Ans.** No, the tender clearly states that documents cannot leave the mantralaya premises.

3. a representative asked if the scanned images could be provided in JPEG format ?

**Ans.** No, it must be in PDF format.

4. From ENHIRA company software the representative had a query that the BG of Rs. 25,00,000 (Rs. Twenty Five Lakhs) was too high considering that only 13 lakhs documents were to be scanned. He said that at a pre page cost of about Rs. 3.00 or even Rs. 2.50 per page, the total cost of the project was about 35 to 40 lakhs ?

**Ans.** Considering the fact that the documents to be scanned are of very high sensitive nature, the Bank Guarantee has been fixed accordingly and can not be reduced. While fixing the amount of the bank guarantee this aspect has been the main consideration rather than the cost of the project.

5. Clarification was sought by CMS company representative on whether the total cost must be written in the commercial bid by the bidder, or should the bidder write the cost per page. He gave an example stating whether he must write Rs. 5 per page as cost or overall or Rs. 65 lakhs as total cost ?

**Ans.** Cost per page must be written by the bidder in the commercial bid as per annexure D.

6. A representative asked if there is any relaxation in the terms and conditions and qualifying criterias of the tender for SSI units ?  
**Ans.** No. There is no relaxation to SSI units.
7. A representative referring to the following points, "The company must have the experience of having scanned an minimum average of 25000 pages of A3/A4 size per day for the last three financial years 2003-04 & 2004-05 & 2005-06 in Government/ PSU sector" ?  
requested if there could be a relaxation in the number of pages scanned, from 25000 pages per day to 2000 or 3000 pages per day....  
**Ans.** The company must have the capability and ability to handle high volume jobs and must have a large infrastructure in terms of man power, technical ability, experience, and hardware and thus is no reason to change the criteria mentioned in this clause.
8. A representative from CMC company requested clarification regarding qualifying criterias wherein one point states.  
"The bidder must have minimum total turn over is Rs. 3 crore in scanning services over the last three financial years."  
"Apart from having scanned total worth of 10 crore over last 3 financial years, the company must have a record of consistency in the business of scanning every year, for last three yeras. It must have carried out scanning work of at least an average worth of Rs. 1 crore per year during each of the last three financial years i.e. 2003-04, 2004-05 & 2005-06." ?  
**Ans.** The Government is desirous to select companies/ bidders who have a large experience in scanning and that too not only over a period of time but so also consistency every year, and thus the criterias remain as they have been stated in the tender document. The first criteria states the over all requirement over 3 yeras while the second criteria is stating the requirement per year.
9. A representative from SCI company requested that the point in the qualifying criteria regarding  
"No consortium or group of companies will be allowed unless all the companies in the consortium are headed by the same set of director/s"  
be removed and if one company within the consortium is a not profit making company then will it be acceptable ?  
**Ans.** The Government is desirous of appointing a successful solution provider so that the project is successfully completed by one entity, and does not want to be involved in dealing with many companies headed by different sets of directors which may lead to internal differences and could jeopardize the successful and timely implementation of the digitization project. Thus, such a consortium of companies that is headed by different set of directors will not be allowed while a consortium of companies headed by the same set of directors will be allowed as stated in the tender document.  
So also, subcontracting of the work will not be allowed under any circumstances and the work must be completed by the successful bidder.  
Non profit making companies will not be allowed.

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